



zero waste programs
funded by
NYCsanitation

JOB OPPORTUNITY: Compost Coordinator & Driver
GrowNYC
100 Gold Street, Suite 3300, New York, NY 10038
212-788-7900

Organization Information

For nearly 50 years, GrowNYC has been transforming communities throughout the five boroughs by giving New Yorkers the tools and resources they need to make our city cleaner, healthier, and more sustainable. Whether it's operating the world-famous Union Square Greenmarket, building a new community garden, teaching young people about the environment, or increasing recycling rates through education, GrowNYC is hard at work in your neighborhood. GrowNYC is a privately-funded 501(c)(3) not-for-profit organization.

Compost Program Information

GrowNYC's Zero Waste Programs, funded by the NYC Department of Sanitation, were created in 2006 to provide outreach and education on a wide range of waste prevention, reuse, and recycling initiatives. In 2011, the GrowNYC Compost Program began collecting food scraps for composting at several Greenmarkets and has since expanded to operate 60 food scrap drop-off locations throughout NYC, diverting 25 tons of food scraps from landfills each week.

Compost Coordinator & Driver Position

The Compost Coordinator & Driver is responsible for the collection, hauling, and delivery of food scraps from food scrap drop-off sites to local community compost sites. Qualified candidates combine a passion for waste reduction and landfill diversion with the practical skills needed to transport food scraps through NYC.

Compost Coordinator & Driver Responsibilities:

- Deliver supplies to food scrap drop-off sites before 7 AM & pick up according to schedule
- Setup and prepare food-scrap collection bins and promotional materials
- Collect food-scraps from residents and promote food-scrap composting to the general public
- Record information during collection hours and submit electronic reports on time
- Understand what can and cannot be composted and communicate that knowledge with participants
- Answer a range of questions about waste reduction, composting, recycling, and GrowNYC programs
- Promote and answer questions regarding the DSNY organics collection program
- Work with partners, participants, and stakeholders (e.g. Greenmarket staff, Parks personnel, DSNY staff, volunteers, farmers, community organizations, local merchants, construction personnel, etc.)
- Attend regular staff meetings
- Represent GrowNYC Zero Waste Programs

Physical Requirements:

- Valid NYS Driver's License with clean driving record and ability to operate 18-foot Transit Van and/or box trucks ranging from 12-24 feet.
- Work outdoors and stand for lengthy periods of time, sometimes in extreme temperatures, and in a potentially noisy environment
- Lift heavy bins and supplies, up to 60 lbs.

Ideal Qualifications:

- Early-riser who enjoys working outdoors in all weather conditions
- Experience driving in NYC and knowledge of New York City streets and highways
- Passionate about composting, recycling, and waste reduction
- Experience with community outreach and/or education
- Enjoys talking with people of all backgrounds
- Takes initiative and excels at independent work
- Creative problem-solver, able to troubleshoot and make quick, often on-the-spot decisions
- Strong communication skills, both written and verbal
- Familiarity with Microsoft Office and Google Documents
- Interest in food waste and/or related issues – food systems, waste reduction, urban planning, pollution, environmental justice, environmental stewardship, farming, etc.
- Weekend and holiday availability required
- Fluency in multiple languages (especially, but not limited to, Spanish) a big plus

The Compost Coordinator & Driver will work regular weekly shifts, starting with a Saturday shift totaling 9.5 hours per week, with potential to build up to 35 hours per week. This position is paid \$16/hour for Compost Coordinator duties and \$20/hour for driving duties. This position is part-time and includes only statutory benefits. For additional information, please visit GrowNYC.org/compost. Submit cover letter and resume to compost@grownyc.org. Please write "Compost Coordinator & Driver" in the subject line. Interviews will be on a rolling basis.

GrowNYC is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, sex, age, disability, marital status or sexual orientation